

Input Joinery Customer Operation and Care Manual

Thank you for choosing Input Joinery timber windows and doorsets for your project.

Our products are designed to provide you with many years of high performance along with peace of mind. This commitment to performance and longevity is backed by our guarantees which are backed up by our supply chain.

To maximise the lifespan of your new windows and doorsets it is important that they are operated and maintained properly and in accordance with the instructions contained within your Customer Operation and Care Manual. By following this step-by-step guidance you'll also ensure that your windows and doorsets will be in good working order for many years and your guarantees will remain valid.

- 10 Year Paint Finish – Manufacturer's guarantee against paint coating system failure.
- 7 Year Stain Finish – Manufacturer's guarantee against paint coating system failure.
- 30 Year Preservative – Manufacturer's guarantee against preservative failure.
- 10 Year Glazing Unit – All drained and vented units have a 10-year manufacturer guarantee.
- 10 Year Hardware – Manufacturer's guarantee for all standard window and door hardware.
- 10 Year Weather Seals – Manufacturer's guarantee against failure of weather seals.

Regular Planned Maintenance

We are confident that by following the below maintenance procedures your products will last a lifetime with very little effort.

Upon completion of the installation:

- Our expert fitters will demonstrate the operation of your windows and doorsets to ensure you are familiarised with your products. If you have any queries, please contact us.

After one month from the install being completed:

- Products should be checked and any issues with settlement should be repaired, along with any fine adjustments which may be required. Our customer care team can offer advice and if necessary, arrange for one of the team to visit.

To be carried out on a quarterly basis:

- Cleaning of your window and doorset coatings.
- Cleaning of the weather seals to remove any dirt or debris.
- Cleaning of handles, stays, and hinges.

To be carried out on an annual basis:

- Lubricate all moving parts, including furniture, with an acid free oil or grease.
- For coatings applied to European Oak timber and for light oak stains on other timbers, an annual application of the Window and Door Maintenance Set is required in order to maintain the guarantee.
- For all other coatings, we recommend an annual application of the Window and Door Maintenance Set is required in order to maintain the guarantee.

Caring for the Coating

We are able to provide a standard ten-year guarantee on paint finishes because of the premium materials that we use and the way in which we apply the coating. In reality, we are confident that the coating will last much longer, as long as some simple maintenance is carried out.

Windows and Doorsets should be cleaned at least every three months, generally carried out whilst cleaning the glass, this will help prevent any fungal or moss build up. Whilst cleaning it is a great opportunity to inspect for any damage or wear and tear to the coating.

We advise the use of hot soapy water, washing up detergent is ideal for this. Wash down using a non-abrasive cloth removing any dirt and contaminants, change the soapy water as necessary, any stubborn dirt you may need to use a stronger cleaner such as a non-abrasive kitchen cleaner and cloth then rinse down thoroughly with clean water, once rinsed off dry with a clean cloth.

If you find any signs of fungal growth (paying particular attention to North facing elevations), this must be removed as it can cause damage by growing into the coating. To remove use a solution comprising of one part household bleach to two parts water, we would advise wearing rubber gloves for this. Leave the solution for twenty minutes to act and then rinse thoroughly with plenty of clean water, then wipe dry with a cloth. If there are signs of damage to the coating follow the re-coating guidance.

The Coating Care Set

A Coating Care Kit is available (at an additional cost) upon request at the completion of your installation. The kit contains maintenance milk along with an application cloth. Please read the full instructions found within the kit prior to use.

Water based maintenance milk is used to protect and refresh the weathered paint surfaces on windows and doorsets. Through the application of the maintenance milk, painted surfaces obtain the original freshness. With regular use (1-2 yearly in spring and autumn), the durability of the coating system rises, and maintenance periods can be extended. Defect coating systems cannot be repaired with maintenance milk. Additional kits can be purchased from us by contacting our customer care team.

How to Re-Coat Damaged or Weathered Areas

1. Remove all signs of surface damage or weathering to the coating by manually sanding using a fine sandpaper such as P240 or finer. Carefully 'feather' into the surrounding unaffected area to achieve a firm edge prior to redecoration. Where applicable, use an appropriate exterior filler designed for use under external opaque coatings. Ensure all sanding is undertaken in grain direction and dust is removed. Avoid inhalation of dust.
2. Patch priming using Sikkens Rubbol WP 105 (or similar exterior acrylic primer) prime any prepared bare timber with one full coat. Ensure any end grain is well coated. Allow the appropriate drying time approx. 4-6 hours.
3. Where applicable, Denib using a fine grade Scotch-Brite™ Handpad or a fine grade wet or dry silicon carbide abrasive paper. Do not break through the surface coating. Remove all dust. Avoid inhalation of dust.
4. Using Sikkens Rubbol WF 3310-04-25 / WF 3310-04-35 bring forward base stained / primed areas with one or two full coat(s). Ensure end grain is well coated. Allow the appropriate drying time between coats approx. 4 - 6 hours. Additional coats may be required to achieve an even coating and appropriate depth of colour. A trial application to assess colour suitability is recommended.

Looking After the Hardware

The hardware plays an important role in stability of the windows and doorsets preventing timber movement, with this in mind it is of the utmost importance it is maintained. Well maintained hardware will also provide the smooth operation of doors and casements adding to the lifespan of the windows and doorsets.

Casement Windows

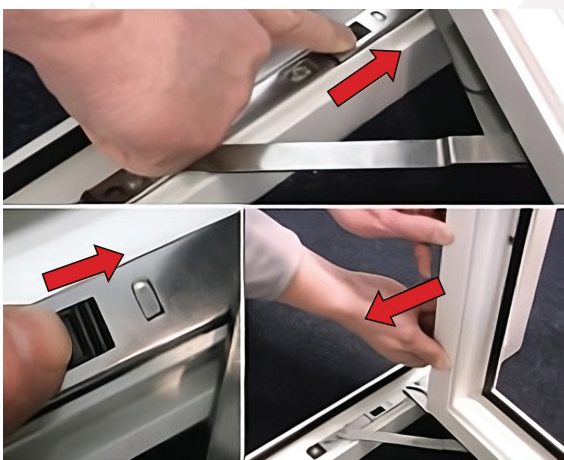


Image 01

Trojan Side Hung Egress Hinge with Easy Clean

The casement can be opened by turning the handle by 90 degrees and pushing away, the hinge allows the window to be opened to 90 degrees allowing the window to be used for a fire escape route in an emergency.

To activate the "Easy Clean" mode push both black slide buttons (top and bottom) towards the corner and slide the casement away from the corner (Image 01). To return the hinge to normal mode shut the casement fully, when you re-open the casement, it will function normally.

To properly maintain the hinge, it is essential to regularly remove any debris or dust. You can accomplish this by using a clean paintbrush or a vacuum cleaner. To maximise the hinge's lifespan, make sure to lubricate all moving parts with acid-free oil or grease at least once a year.

Window Espagnolette Locks

To ensure that your window espagnolettes function correctly, it is important that the following maintenance procedure is carried out at least once a year (Image 02).

- All fittings must be regularly inspected to ensure that they are firmly fixed. Where necessary fixing screws should be tightened.
- All handles and locking mechanisms must be lubricated as shown (Image 03).
- Ammonia based and abrasive cleaning fluids should not be used on any hardware, only use cleaners that have no effect on the corrosion protection properties of the fittings.

Inline Espagnolette

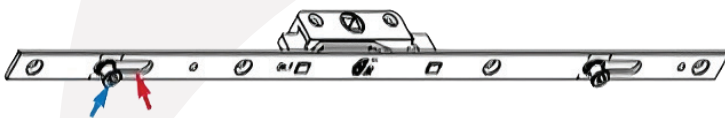


Image 02



Grease with acid free lubricant (e.g. Petroleum Jelly)



Place a few drops of a light machine oil in all guide slots.



Handles

Lightly lubricate (twice a year) with a light machine oil between the handle and backplate.

Only clean the handle with a soft damp cloth.

Image 03

The locking cams on the espagnolettes are adjustable to allow contact pressure between the casement and the frame to be altered (Image 04).

Mushroom cam adjustable with a 4mm allen key

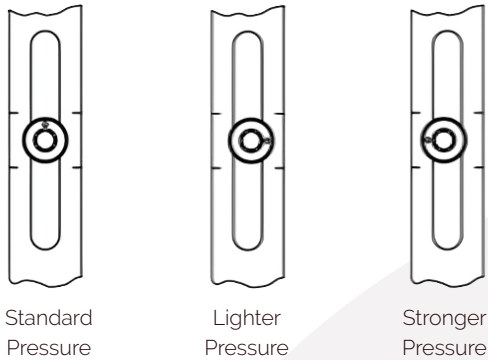


Image 04

Operation

Push button on handle (if applicable) rotate handle 90 degrees and push window open. To close the window, pull the window closed and rotate handle back through 90 degrees. To locate the window in the night vent position, open the sash approximately 15 mm and rotate the handle (Image 05).

For security reasons it is advisable that windows are not left in the night vent position – when the room is left unoccupied.

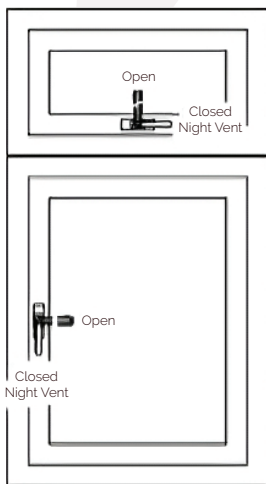


Image 05

Sliding Sash Windows

Operation

Unlocking the provided key enables the fastener on the upper sash meeting rail to slide open, allowing the catch to rotate freely and disengage from the keep. Once done the sashes are free to slide up and down, usually by lifting up the bottom sash pulls.

The movement may be restricted by the sash stops. Sash stops allow the sash to be opened to a fixed position to provide ventilation and security. The stops are operated using the supplied key. The stops are activated when the pin is protruding out of the body and inactive when retained inside the body.

Security Fastener



Image 06

Ventlock & Plate



Image 07

Maintenance

Lightly lubricate twice a year with light machine oil and clean surfaces with a clean cloth.

Doorsets

Doorsets are pre hung at our factory using the ironmongery choices made during the approval process. Below is a summary of the standard items.

Hinges

We use high quality 316 Marine Grade Stainless Steel butt hinges (Image 08), the quantity will vary dependent on the weight and size of the door leaf. The maintenance of the hinge is very minimal as it is Self-lubricating phosphor bronze washers to ensure no messy oil leaks, clean with warm soapy water every six months.



Image 08

Locking Systems

We use two types of multipoint locks, a handle operated system and an automatic latch Heritage system (Image 09).

The Thunderbolt lock is handle-operated. To close the door, simply push or pull it, and this action will engage a latch. To release the latch, turn the handle downward. When the door is closed, lift the handle upward, and you'll hear and feel the deadlock mechanism. Once in this position, you can lock it using either the key or thumbturn.

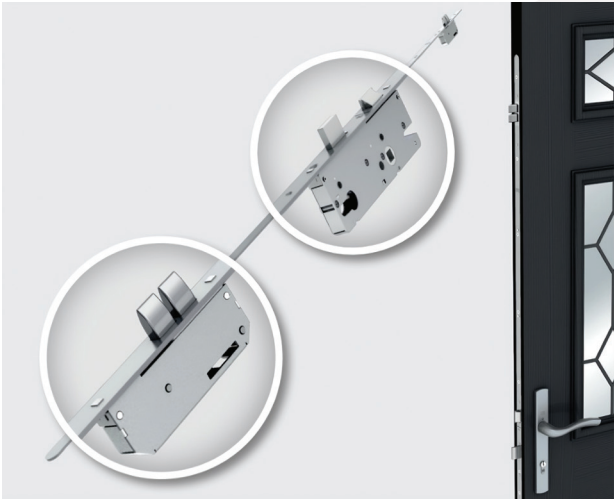


Image 09

The AV3 Heritage lock is activated by pulling the door closed, which automatically engages the latch to lock the door. To release the latch, turn the key in the cylinder pull (Image 10). When you are inside the building, the process remains the same, but you use a thumbturn instead.

To deadlock once the door has been shut and the auto latch has locked turn the key in the cylinder pull, when you are inside the building the operation is the same but using a thumbturn.

Cylinder Pull



Image 10

French Doorsets

The main door will be fitted with the Thunderbolt system with the slave door having a Fab Lock, this is operated when the main door is open, it is fitted in the side of the slave door and has an integrated lever to operate it.

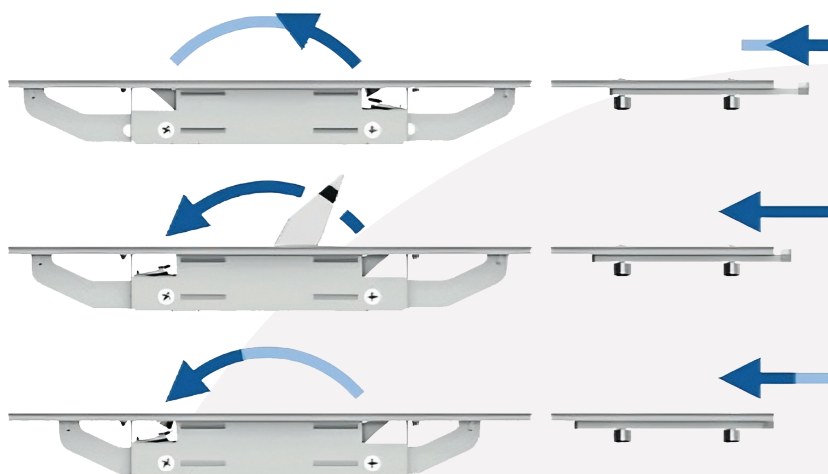


Image 11

Maintenance

Lightly lubricate the moving lock parts twice a year with light machine oil and clean surfaces soft, clean cloth.

The lock keeps are adjustable to allow contact pressure between the casement and the frame to be altered (Image 12).



Image 12

Keep fully adjustable $\pm 2\text{mm}$ utilising Torx T15 adjusting tool.

Thresholds

Our doorsets are fitted with Aluminium thresholds to give wind and weather protection along with level threshold if required.

Maintenance

Regularly clean out any debris and ensure the drainage holes are kept clear to prevent water build up.

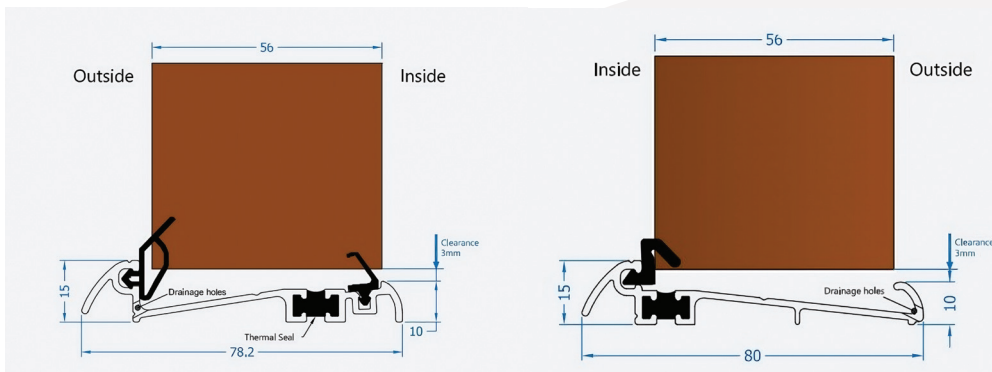


Image 13

Bifolding Doorsets

Operation

To open the master door unlock using the key or thumbturn then use the handle to operate the Thunderbolt Lock, then to open the subsequent doors, the top and bottom flush bolts should be opened once unlocked using the key. The doors are then free to slide on the track and can be held against the neighbouring door if the optional magnets have been fitted. Closing is the reverse of the opening process.

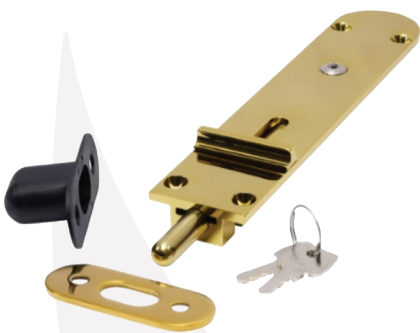


Image 14

Maintenance

Regularly clean out any debris and ensure the drainage holes are kept clear to prevent water build up.

Lift & Slide Doorset

Operation

To open the doorset first unlock using the key, turn the handle in a downwards motion 360 degrees, this will lift the door enabling the door to slide, repeat in reverse to close (Image 15).

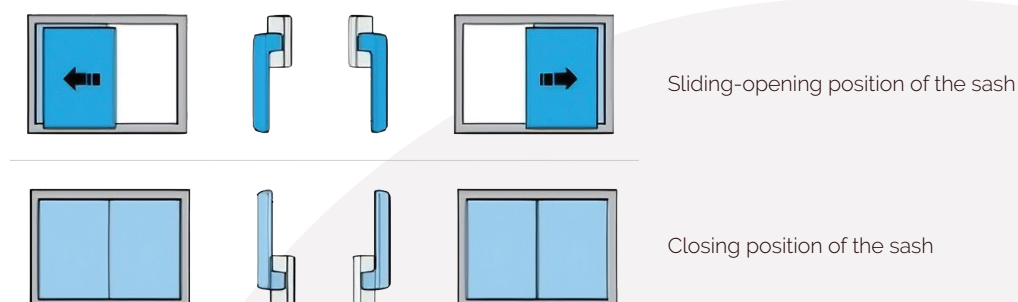


Image 15

Maintenance

Keep the track and rollers clear from debris etc at all times use mild detergent and dry thoroughly with a clean lint free cloth, use light oil for the locks using the oiling points twice a year. We would recommend the doorset is kept closed in heavy rain and winds to protect the running gear and locking systems. We would advise that any adjustments are carried out by a qualified installer.